

**ECONOMIC DEVELOPMENT COMMISSION  
MEETING MINUTES**

**OCTOBER 13, 2004**

**PRESENT:** Rick Cleary, Tim Olmsted, Laura Sherman, Anna Sanko, and Eric Santini

**ABSENT:** John Luginbuhl and Alternates George Vartanian and Kelly Peck

**STAFF**

**PRESENT:** Reanna Goodreau, Recording Secretary

**I. CALL TO ORDER:**

Chairman Cleary called the Economic Development Commission meeting to order at 7:07 PM.

**II. PUBLIC COMMENTS:**

Dennis Milanovich, First Selectman, asked if the commissioners had any questions for him. The commission had a detailed discussion with the First Selectman regarding the October 6, 2004 Board of Selectmen Special Meeting about the Build Out Report. The First Selectman explained that the Plan of Conservation and Development update is on the October 18, 2004 Board of Selectmen agenda for discussion. Members asked about timeframes for completing initiatives from the Build Out Report. The commission was also concerned with the Planning & Zoning Commission's failure to move forward in a timely manner. The members of the commission expressed the need to go before the Board of Finance and the Board of Selectmen to explain the importance of funding the recommendations of the Build Out Report.

**III. NEW BUSINESS: NONE.**

**IV. UNFINISHED BUSINESS:**

1. Business Survey—Update

The commission reviewed the business survey draft. They made changes to the draft in order to make it more concise. Reanna Goodreau stated that she would make the changes and include it in the November 10, 2004 meeting agenda packets; she will also send it via e-mail to Commissioner Sanko in order for her to format the draft.

2. CEDAS: Camera Friendly Communities—Update

Commissioner Sanko handed out and reviewed an outline describing the process for becoming a "Camera Friendly Community." Commissioners Sanko and Sherman requested that they be

place on the November 11, 2004 meeting agenda in order to make a brief presentation to the commission. They then plan to go before the Board of Selectmen with the same presentation to garner support and make the initiative public.

3. Tax Abatement policies/procedures—Update

Chairman Cleary requested that Reanna Goodreau contact Attorney Boyan for statute updates regarding tax abatements. Mrs. Goodreau stated that she would have a draft of the policy and procedures for the November meeting.

4. Farm Initiatives—Update

Chairman Cleary asked for a list of the farmers in Ellington so that the commissioners could contact the farmers to inquire if they would have any produce to sell to schools. Mrs. Goodreau stated that she would speak with the Assessor in order to obtain this information.

**V. ADMINISTRATIVE BUSINESS:**

The commission went out of agenda order.

2. Capital Improvement Budget Requests

Chairman Cleary stated that the commission does not have any capital improvement requests to forward to the Board of Selectmen.

3. Set 2005 Meeting Schedule

The commission reviewed the draft meeting schedule and made revisions as necessary.

**MOVED (SHERMAN), SECONDED (SANTINI) AND PASSED UNANIMOUSLY TO APPROVE THE 2005 MEETING SCHEDULE AS REVISED.**

4. Approval of September 8, 2004 meeting minutes

**MOVED (OLMSTED), SECONDED (SANKO) AND PASSED UNANIMOUSLY TO APPROVE THE SEPTEMBER 8, 2004 MEETING MINUTES.**

3. Correspondence:

- a. Memo to Dennis Milanovich from Matt Davis, dated 9/8/04
- b. Memo to Dennis Milanovich from Matt Davis, dated 9/13/04
- c. Office Hours Report & Memo, dated 9/13/04
- d. Design Review Board Special Meeting Minutes & Agenda, received 9/14/04
- e. Letter to Board of Selectmen from Ken LaForge, dated 9/20/04
- f. Memo to Matt Davis from Dennis Milanovich, dated 9/22/04
- g. Memo to Board of Selectmen from the Inland Wetlands Agency, dated 9/28/04
- h. Memo to Dennis Milanovich from Shawn Costello, dated 9/29/04
- i. Letter to Matt Davis from Mike Stupinski, dated 10/4/04
- j. CT Business Journal, September 2004

Chairman Cleary suggested that the commission send a letter to the Design Review Board regarding the Town of Glastonbury design review zoning regulations. The commission agreed and also decided to invite the DRB to meet with them to discuss the regulations.

**MOVED (OLMSTED), SECONDED (SANTINI) AND PASSED UNANIMOUSLY TO SEND A LETTER TO THE AD HOC DESIGN REVIEW BOARD (DRB) SUGGESTING THAT THE DRB CONSIDER USING THE TOWN OF GLASTONBURY'S DESIGN GUIDELINES AS A TEMPLATE IN CREATING THEIR GUIDELINES, AS A MEANS OF EXPEDITING THE DRB PROCESS.**

1. Discussion re: EDC Work Program/Project Prioritization and Coordination with First Selectman

Chairman Cleary read the memo from Matt Davis regarding the EDC's work program and coordination with the First Selectman. The commissioners asked for details about the MetroHartford project. Reanna Goodreau explained the initiative and noted that the commission had planned to do something like this on their own several months ago, however they decided against it because it would be difficult to keep updated. The commission agreed that it was not a good idea to complete the MetroHartford project. Chairman Cleary stated that he would further discuss this issue with the Town Planner.

## **VI. ADJOURNMENT**

**MOVED (SHERMAN) SECONDED (SANKO) AND PASSED UNANIMOUSLY TO ADJOURN THE MEETING AT 8:20 PM.**

Respectfully submitted,

Reanna Goodreau  
Recording Secretary